



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
DEPARTMENT OF STATE

DIVISION OF PROFESSIONAL REGULATION

TELEPHONE: (302) 744-4500
FAX: (302) 739-2711
WEBSITE: WWW.DPR.DELAWARE.GOV

PUBLIC MEETING NOTICE: REAL ESTATE EDUCATION COMMITTEE

MEETING DATE AND TIME: Wednesday October 1, 2008 at 9:30 a.m.

**PLACE: Division of Professional Regulation
861 Silver Lake Boulevard, Cannon Building
Second Floor Conference Room B
Dover, Delaware**

AMENDED AGENDA

(Amended items are noted by an asterisk)

- 1.0 Call to Order
- 2.0 Review and Approval of Minutes
 - 2.1 Meeting Minutes – September 4, 2008
- 3.0 Unfinished Business
 - 3.1 Continuing Education Audits
- 4.0 New Business
 - 4.1 Review of Letters of Intent and Course Evaluations
 - 4.2 Review of Course Provider Applications
 - 4.2.1 Course Provider: Frederick Academy of Real Estate
 - 4.2.1.1 Course Title: Serving the Unsold Seller
Credit Hours: 3
 - 4.2.1.2 Course Title: Contracts and Contract Law
Credit Hours: 3
 - 4.2.1.3 Course Title: Disclosure
Credit Hours: 3
 - 4.2.1.4 Course Title: Dispute Avoidance and Resolution
Credit Hours: 3
 - 4.2.2 Course Provider: Delaware School of Real Estate
 - 4.2.2.1 Course Title: 6 Hour Required Core Course for Brokers
Credit Hours: 6
 - 4.2.2.2 Course Title: Risk Management
Credit Hours: 3

4.2.3 Course Provider: Sussex County Association of Realtors

- | | | |
|-----------|---------------|---|
| 4.2.3.1 | Course Title: | Home Inspection |
| | Credit Hours: | 3 |
| 4.2.3.2 | Course Title: | Legislative Update |
| | Credit Hours: | 3 |
| 4.2.3.3 | Course Title: | Most Common Problems with Real Estate Contracts |
| | Credit Hours: | 3 |
| 4.2.3.4 | Course Title: | Real Estate Concepts |
| | Credit Hours: | 3 |
| 4.2.3.5 | Course Title: | Broker's Core |
| | Credit Hours: | 6 |
| 4.2.3.6 | Course Title: | Home Inspection Report |
| | Credit Hours: | 3 |
| *4.2.3.7 | Course Title: | Business Planning |
| | Credit Hours: | 3 |
| *4.2.3.8 | Course Title: | Fair Housing |
| | Credit Hours: | 3 |
| *4.2.3.9 | Course Title: | Contract Writing for the Rookie and Veteran REALTOR |
| | Credit Hours: | 3 |
| *4.2.3.10 | Course Title: | Legislative Issues |
| | Credit Hours: | 3 |
| *4.2.3.11 | Course Title: | Negotiating Strategies for Success |
| | Credit Hours: | 3 |
| *4.2.3.12 | Course Title: | The "M" Word & Residential Property Transactions |
| | Credit Hours: | 3 |
| *4.2.3.13 | Course Title: | Expand Your Market |
| | Credit Hours: | 3 |

4.2.4 Course Provider: Ward & Taylor

- | | | |
|---------|---------------|----------------------------|
| 4.2.4.1 | Course Title: | Disclosures |
| | Credit Hours: | 3 |
| 4.2.4.2 | Course Title: | Short Sales & Foreclosures |
| | Credit Hours: | 3 |
| 4.2.4.3 | Course Title: | Risk Management |
| | Credit Hours: | 3 |

4.2.5 Course Provider: Kent County Association of REALTORS

- | | | |
|----------|---------------|---------------------------------|
| 4.2.5.1 | Course Title: | Understanding Short Sales |
| | Credit Hours: | 3 |
| *4.2.5.2 | Course Title: | NAR Ethics Continuing Education |
| | Credit Hours: | 3 |

*4.2.6 Course Provider: Coldwell Banker Residential Brokerage School of Real Estate

- | | | |
|---------|---------------|-----------------|
| 4.2.6.1 | Course Title: | Energy Smart |
| | Credit Hours: | 4 |
| 4.2.6.2 | Course Title: | Staging to Sell |
| | Credit Hours: | 3 |

*4.2.7 Course Provider: New Castle County Board of REALTORS

- | | | |
|---------|---------------|--|
| 4.2.7.1 | Course Title: | Salesperson Required Core Course |
| | Credit Hours: | 3 |
| 4.2.7.2 | Course Title: | Broker Required Core Course |
| | Credit Hours: | 6 |
| 4.2.7.3 | Course Title: | Ethics – Your Promise to Professionalism |
| | Credit Hours: | 3 |

*4.2.8 Course Provider: Sterling Education Services, Inc.

4.2.8.1 Course Title: Drafting and Enforcing Commercial Leases
Credit Hours: 8

*4.2.9 Course Provider: Lorman Business Center, Inc. dba Lorman Education Services

4.2.9.1 Course Title: Landlord and Tenant Law
Credit Hours: 8

4.3 Review of Instructor Applications

4.3.1 Susan Woods

Pre-Licensing: Orientation/Real Estate Mathematics

4.3.2 Frank May

Continuing Education: Agency Relationships and Responsibilities/
Professional Enhancement: Accredited Buyer Representative

4.3.3 Jason Giles

Continuing Education: Agency Relationships and Responsibilities/Real
Estate Ethics or Professional Standards

4.3.4 Rick Allamong

Continuing Education: Fair Housing Law/Agency Relationships and
Responsibilities/Broker Core Course

Pre-Licensing: Orientation/Real Estate Sales

Broker's Course: Brokerage (Sales Management)

4.3.5 William Ward

Continuing Education: Federal, State or Local Legislative Issues/Fair
Housing Law/Anti-Trust Law/Real Estate Ethics or Professional
Standards/Agency Relationships and Responsibilities/Salesperson
Core Course/Professional Enhancement: Quirks in Real
Estate/Contracts/Licensing Laws/Practical Resolution to Problems/
Disclosure/Short Sales and Foreclosures/Risk
Management/Understanding the Agreement of Sale/New
Agency/Agency Law

Pre-Licensing: Real Estate Law

*4.3.6 Lyn Manning

Continuing Education: Professional Enhancement: Staging to Sell

*4.3.7 Candace Lightner

Continuing Education: Professional Enhancement: Energy Smart

*4.3.8 Michael Busenkell

Continuing Education: Agency Relationships and Responsibilities/Property
Management Courses/Professional Enhancement: Drafting and
Enforcing Commercial Leases/Commercial Landlord Tenant
Law/Bankruptcy

*4.3.9 John Newcomer

Continuing Education: Agency Relationships and Responsibilities/Property
Management Courses/Professional Enhancement: Drafting and
Enforcing Commercial Leases

*4.3.10 Lacy Holly III

Continuing Education: Real Estate Ethics or Professional
Standards/Professional Enhancement: Drafting and Enforcing
Commercial Leases

Pre-Licensing: Real Estate Law/Real Estate Mathematics

Broker's Core: Real Estate Documents/Ethics/Mathematics

*4.3.11 Melissa Rhoads

Continuing Education: Agency Relationships and Responsibilities/Property
Management Courses/Professional Enhancement: Drafting and
Enforcing Commercial Leases

- *4.3.12 Jackson Shrum
Continuing Education: Federal, State or Local Legislative Issues/Fair
Housing Law

4.4 Review Student Requests for Approval of Educational Activity

4.4.1 Student Name: John Carruthers
Course Title: Contract to Settlement
Credit Hours: 3 hours

4.4.2 Student Name: John Carruthers
Course Title: Real Estate Brokerage Management
Credit Hours: 8 hours

5.0 Correspondence

5.1 Review Letter from Michael Spillane Regarding Annual Seminar Credit

5.2 Review Letter from Joyce Hamid Regarding Annual Seminar Credit

5.3 Review Letter from Mary Harris Regarding Annual Seminar Credit

5.4 Review Fax from Bruce Moore Regarding CE Required for 2009 License Renewal

5.5 Review Updated General Exam Content Outlines for Salespersons and Brokers

6.0 Other Business before the Committee (for discussion only)

7.0 Public Comment

8.0 Next Meeting – November 6, 2008

9.0 Adjournment

Please Take Note: To assure consideration of an application at a meeting, the Board office must receive all of these items no later than 4:30 p.m. ten full working days before the meeting date:

- Completed, signed and notarized application form,
- Fee payment, and
- All required documentation.

A final amended agenda will be published to reflect any items received after the original agenda is posted.

Unforeseen circumstances may result in a meeting being cancelled due to a lack of quorum.

Pursuant to 29 Delaware Code, Section 10004(e)(2), the Board shall pre-announce or pre-publish all Executive Sessions; however, such agenda shall be subject to change to include additional items including Executive Sessions which arise at the time of the body's meeting.

MEMBERS: PLEASE CALL THE BOARD OFFICE AT 302-744-4500 OR EMAIL customerservice.dpr@state.de.us IMMEDIATELY IF YOU CANNOT ATTEND THE MEETING. THANK YOU.